



Configuration Control Group (CCG) / STARS Testing / Related Links

Laura Kramer
STARS SuperUser Council
Meeting

January 18, 2006

Configuration Control Group



- Meetings are moderated by non-voting members:

Laura Kramer	Bryan Long
Wayne Clinkinbeard	Lajos Grof-Tisza
Timothy Heiks	Mark Tulip
- Voting Members currently are:

Marlys Kinsey (GO)	Tammy McDuffie (OR)
Rick Loyd (HQ)	Paul Mendez (RL)
Deb Shepherd (ID)	Tammy Ware (HQ)
Therese Williams (CH)	Andrew Zawadzki (AL)

Configuration Control Group



- The CCG meets weekly via teleconference to review “High” priority SCRs. SCRs are scheduled to be worked based on CCG priority and resource availability
- A spreadsheet with information on High SCRs is distributed the week before the meeting
- On a monthly basis, a spreadsheet of all open SCRs is distributed to the CCG for possible prioritization.

Configuration Control Group



- The CCG call is a two-way exchange of information between the project team and the functional community
 - Users get status of SCR progress
 - Project team gets updated on end-user impact and priority of work to be done
- When end-users request an SCR to be prioritized, they are referred to their CCG representative, to ensure a central point of contact for setting user priorities

Testing



- Documented as one of the Tiger Team issues
 - Develop a formalized process for testing and verifying the results of changes
 - Establish guidelines to support testing of ‘what if’ scenarios
 - Address issues around staffing needs for testing
 - Develop approach for staffing the testing of new releases

Testing



STARS System Change Request

Date: 12/14/05

Submitter: Therron Hofsetz
for Carol Fuster (AR User)

Submitting Site: HQ

Submitter's email: Therron.Hofsetz@hq.doe.gov Submitter's Phone 301.903.2709

Help Desk Ticket _____ (to be assigned by the Help Desk)

Description of the Problem/Request:

1. Past due invoices with an end dated Invoice Status are not displayed on the DOE Custom Aging. Correct the code so that the aging shows all open invoices and displays the current (if any) active status for that invoice.
2. Date format is incorrect for report. Report was run on 12-9-2005 but the date is displayed at 9-12-2005 (European format), please update all dates to use the US format (-MM-DD-YYYY)

What is the impact to your operations?

- 1a. Missing data on the report makes it difficult to perform collection activities for past due invoices.
- 1b. Data from this report is used to report the aged balances for receivables due from the public on the RDPF quarterly report.

Is there a workaround available?

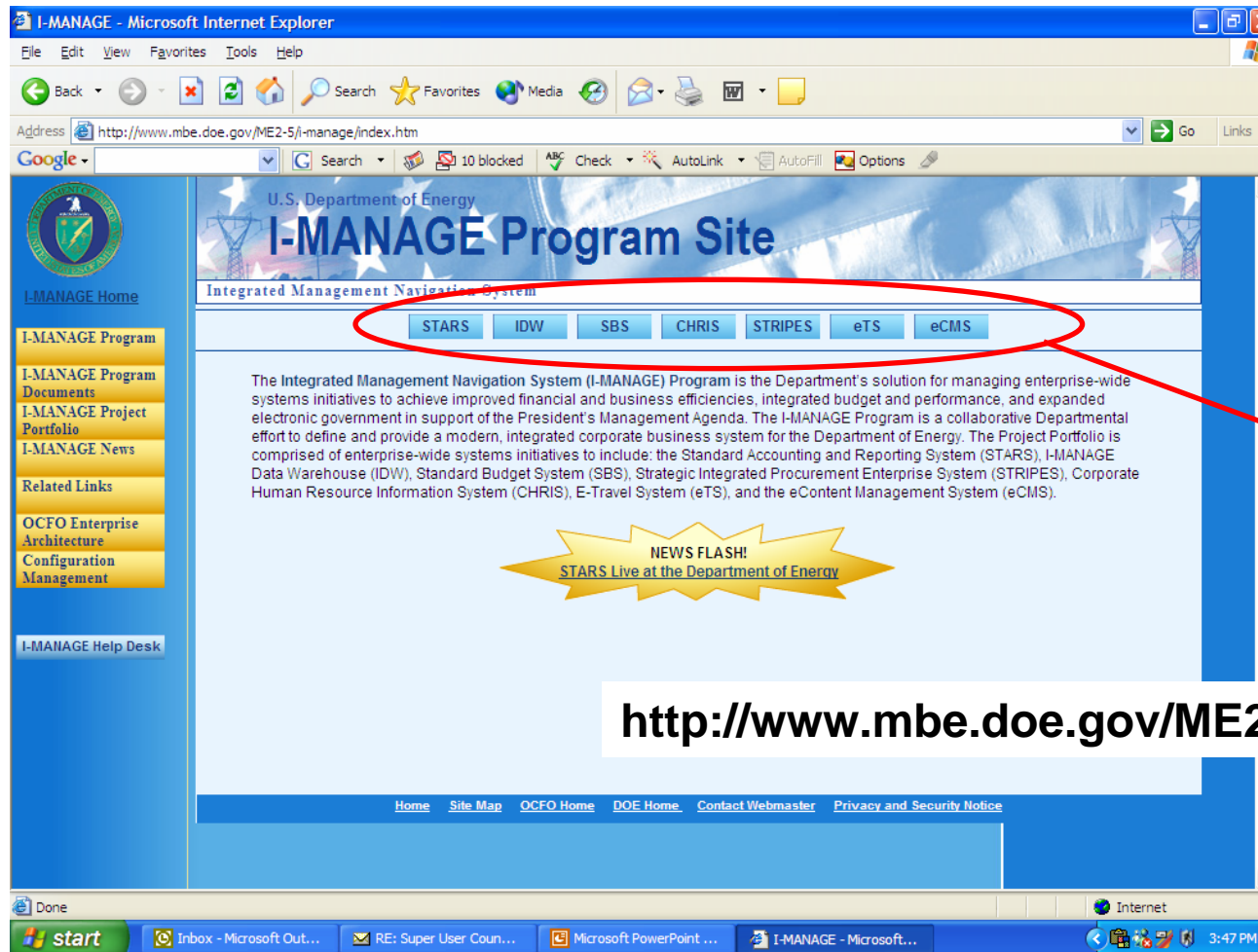
No

Testing Criteria (How will you know the change produced the desired results):

- 1a. Re-Run the DOE Custom AR Aging and validate that missing invoices are now displayed on the report with the appropriate Invoice Status.
- 1b. Create new test examples in DEV that meet the conditions to show on the report with various invoice status settings.

Please attach supporting documentation (spreadsheets, logs, etc).

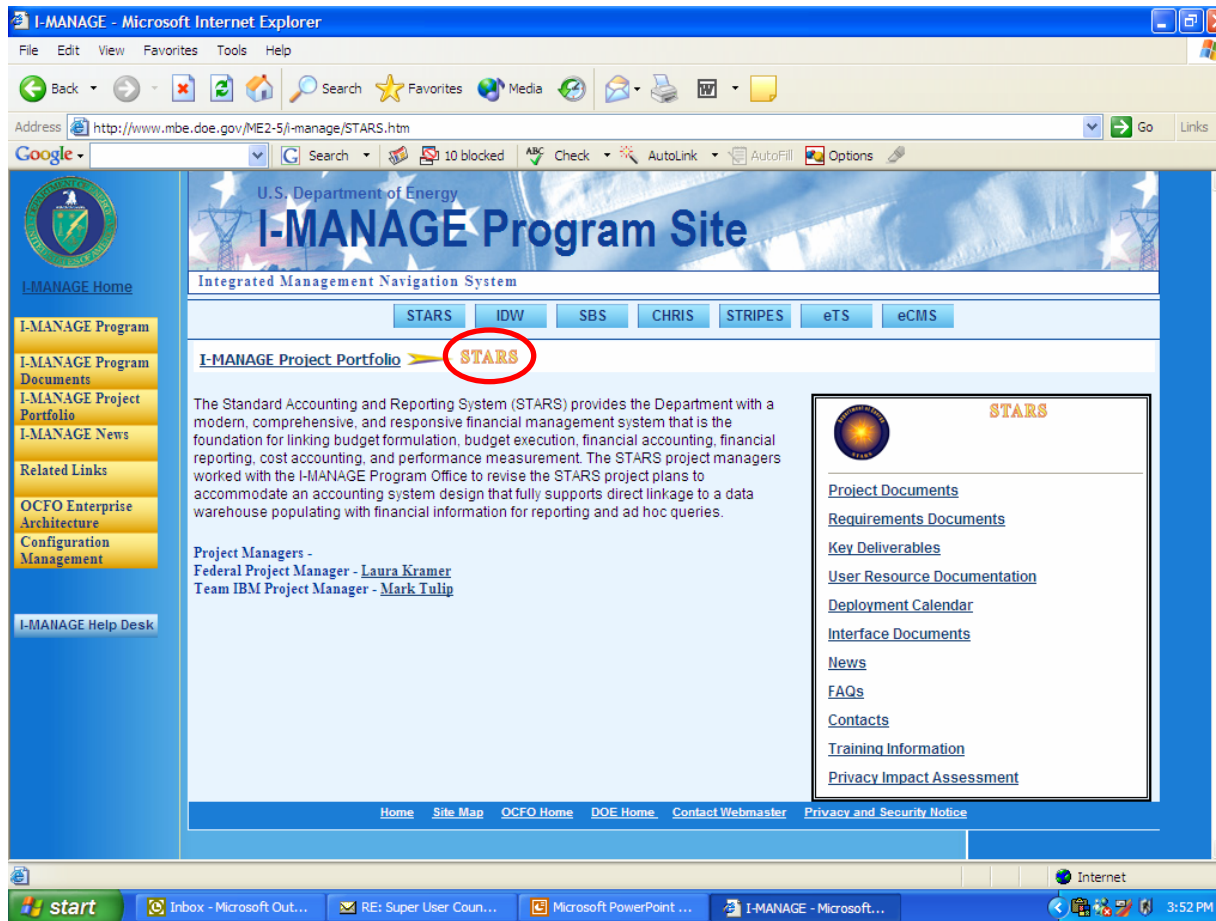
I-MANAGE Program Website



Link to all I-MANAGE
Projects from the
I-MANAGE Program
Website at:

<http://www.mbe.doe.gov/ME2-5/i-manage/index.htm>

STARS Project Website



The STARS Website provides:

Report Listing – under User Resource Documentation

AFF Crosswalks – under User Resource Documentation

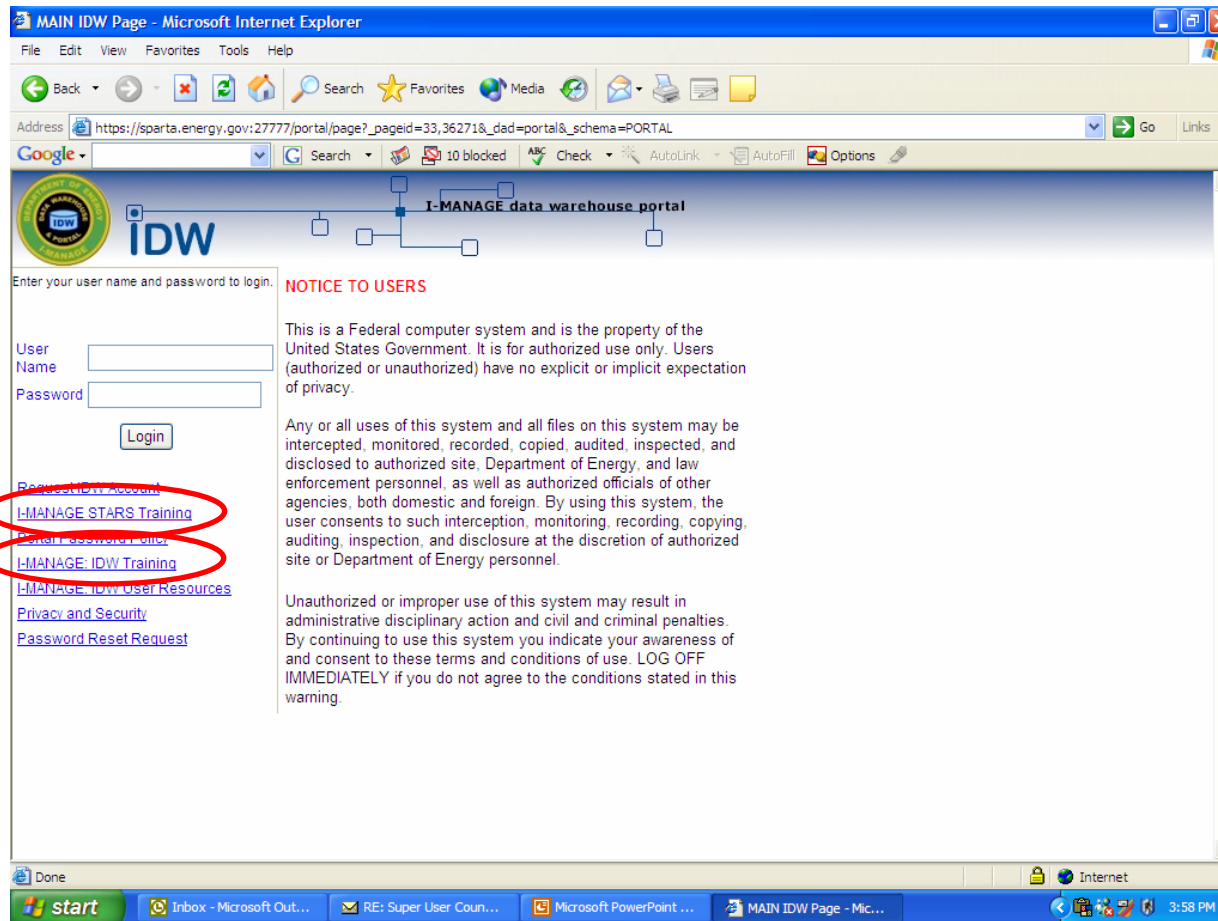
Updated AFF Values – under Interface Documents

Frequently Asked Questions – under FAQs

IDW Instance Access Page



<https://idw.energy.gov>



The IDW Instance Access page provides links to STARS and IDW eStudies.

STARS eStudies include basic navigation and purchasing.

IDW eStudies include an AFF tutorial, Discoverer Viewer and Discoverer Plus.

An IDW User ID is not required!

STARS Instance Access Page



<http://stars1.energy.gov>

The screenshot shows the STARS Instance Access page in a Microsoft Internet Explorer browser window. The browser's address bar displays <http://stars1.energy.gov>. The page header includes the STARS logo, the text "STARS Standard Accounting and Reporting System An I-MANAGE Project (Integrated Management Navigation System)", and the tagline "Our Commitment to Financial Management Excellence". A navigation bar at the top lists links: Home, About STARS, Contact Us, Links, FAQs, STARS User Resource Documentation, STARS Team Site, and STARS System Access. On the left side, there is a vertical menu with links: Oracle Financials Logon, STARS Weekly Reports, Request a Logon ID, Reporting Tools, Development Tools, Training Resources, Support & Technical Info, and System Administration Tools. The main content area is titled "Logon to STARS" and includes a "SECURITY NOTICE" about an upgrade to Oracle JInitiator version 1.3.1.21. It provides instructions on how to access the system, including contacting the STARS HELP DESK or using the Help Desk Online Support Request. Below this, there is a table titled "STARS Oracle eBusiness Suite 11i Instances" with columns for instance names and their details.

STARS Oracle eBusiness Suite 11i Instances	
STARS Production (STRS)	
Quality Assurance (QA)	Development (DEV) requires JInitiator 1.3.1.21
11.5.10 Upgrade (UPG)	Patch (PTCH)

Below the table, there is a section titled "NOTICE TO USERS".

The STARS Instance Access page provides:

Important news and information about system upgrades, patches, outages, etc.

STARS Weekly reports that outline recent patches and enhancements

Support and technical information

Links to training resources

STARS Training Resources



- The STARS Online Desk Reference is a link off of the STARS Instance Access Page, but can also be reached directly at: **http://stars1.energy.gov/stars_ref**
- Documents are grouped by job role, then by task
- Links let you “jump” to related documents
- STARS Online Desk Reference provides access to:
 - Procedures
 - Navigations
 - Reference Documents
 - Quick Reference Cards
 - Training PowerPoint slides

STARS Online Desk Reference

The image displays three overlapping screenshots of the STARS Online Desk Reference system, illustrating the navigation flow for a user.
1. The top screenshot shows the "STARS Online Desk Reference Index" page, which serves as the "Home page for all roles". It lists various resources like "Procedures, Navigation Instructions, Reference Documents by Role".
2. The middle screenshot shows the "Desk Manual: Accounts Payable Supplier Entry" page, which is the "Home page for one role". It contains sections for "Procedures", "Navigation Instructions", and "Reference Documents". The "Adding Banking Data" link under "Navigation Instructions" is circled in red.
3. The bottom screenshot shows the "Adding Banking Data" document page, which is the "One document" accessed from the previous page. It includes a "Quick link" to the document, a "Distribution" list (Accounts Payable, Accounts Payable Supplier Entry, STARS), and "Related Procedures".
Red arrows indicate the navigation path: from the Index page to the role-specific manual, and then from the manual to the specific document.